

APPENDIX B - REAL PROPERTY INVENTORY DATA ELEMENTS

Acquisition Type (ACQTYPE)- How real property is conveyed to Service ownership, management or use. Examples include purchase, exchange, withdrawal, donation/gift, transfer or construction.

Acquisition Year (ACQYEAR)- The 4-digit calendar year in which the property was conveyed to the Service ownership, management or use.

Alternative/Renewable Energy System (SPEC CRITERIA)- Any renewable energy system. For example: photovoltaic, solar hot water, wind generator, geothermal heat, passive solar, etc.

Annual Assessor Name (ANASSESSORNAME)- Name of the field station employee conducting the annual condition assessment.

Annual Assessment Date (ANNUALASSESSDATE)- Date the annual condition assessment was completed.

Archived Property Number (ARCHIVEPROPNUMB)- A property number that is no longer used so that analysis of historical information can be conducted if the item has been assigned a new real property number. Field users will not see this entry.

Base Year (BASEYEAR)- The 4-digit calendar year in which the estimated replacement base cost was determined.

Calculated Current Year Replacement Cost (REPLCOST)- The current estimated cost to replace a facility; calculated by multiplying the estimated base replacement cost estimate and the appropriate consumer price index (CPI) factor.

Comprehensive Assessor (COMPASSESSORNAME)- Indicates the name or names of those conducting the every 5 year comprehensive assessment.

Comprehensive Assessor Affiliation (COMPASSESSAFFILIATION)- Indicates the office, agency, company, or organization of those conducting the every 5 year comprehensive assessment.

Comprehensive Assessment Date (COMPCONDASSESSDATE)- Indicates the date the every 5 year comprehensive assessment was conducted.

Comprehensive Assessment Phone (COMPASSESSORPHONE)- Indicates the phone number of the person or persons conducting the every 5 year comprehensive assessment.

Congressional District (CONGDIST)- The Congressional District within a State the property

is located in.

Construction Year (CONYEAR)- The 4-digit calendar year of construction of the building/structure or other facility.

County (COUNTY)- The primary county/parish where the building/structure or other facility is located.

CPI Factor (CPIFACTOR)- The multiplier used, based on the Consumer Price Index to adjust historical costs for inflation.

Delete Reason (DELETEREASON)- This field is used to provide the reason/explanation that the property record should be removed from the database.

Deferred Maintenance Cost (DetailTotal)- This is the total deferred maintenance cost for an individual asset. It is calculated by summing the all work item totals for an individual property item and excludes annual maintenance needs. If less than \$5,000 in cost this cost estimate stays within the RPI database and no projects are included in the MMS database. If over \$5,000 in cost, an MMS project or projects must be in place that corresponds to the total cost identified.

Disposal Type (DISPOSTYPE)- How the property was disposed of. May include transfer, bid sale, exchange, demolition, revocation of withdrawal or escheat.

Disposal Year (DISPOSYEAR)- The 4-digit calendar year of property disposal.

Documentation Location (DOCUMENTLOCATION)- Indicates where any additional supporting information (e.g. sketches, material lists, vendor names, etc.) not contained in the RPI or MMS databases is stored. Menu choices are Regional program office, Regional engineering office, or Field office.

End Latitude Degrees/Minutes/Seconds/Direction (ENDLATDEG/ENDLATMIN/ENDLATSEC/ENDLATDIR)- The latitudinal ending site location for a facility. May be needed for a facility that is linear in nature such as a road or dike.

End Longitude Degrees/Minutes/Seconds/Direction (ENDLONGDEG/ENDLONGMIN/ENDLONGSEC/ENDLONGDIR)- The longitudinal ending site location for a facility. May be needed for a facility that is linear in nature such as a road or dike.

End Tract Number (ENDTRACTNO)- The tract number that is the ending site location for a facility. May be needed for a facility that is linear in nature such as a road or dike.

Energy-Using Gross Square Footage (SIZE1B)- The sum of all heated or cooled floor area calculated from the outside dimensions, or from the centerline of common walls in Bureau-

owned or leased buildings. It also includes the floor area in buildings with ventilation fans that are used for cooling. Energy-using gross square footage does not include unconditioned (non-heated or non-air-conditioned) buildings, storage buildings with lights only, freezer rooms, or GSA buildings. Residences(quarters) are excluded only if the residents pay for their utilities.

Estimated Base Replacement Cost (BASECOST)- The base replacement cost to the nearest dollar as determined within a base year. The base cost is an actual construction cost or an estimated replacement cost at the time the real property asset comes into Fish and Wildlife Service ownership. This is the amount that provides the foundation for the calculation of any future inflation adjusted replacement costs. If the construction year or the acquisition year is the same as the base year, the estimated base replacement cost may also be used as the original cost.

Estimated Base Replacement Cost Estimating Method (BASEHOW)- The method used to determine the estimated base replacement cost. Methods include actual cost, engineering estimate, appraisal, cost guide or managers estimate.

Facility Code (FCODE1/FCODE2)- An automatically assigned numerical code for "Facility Type." See Facility Type.

Facility Condition Assessment (CALCCONDASSESS)- A quantitative assessment of the current functional condition of the building, structure or facility and is separate and apart from the numerically calculated Facility Condition Index. Good means that it is usable with no repair or only minor repair needed; fair means it is usable but repairs are needed to prevent accelerated deterioration and minor inconveniences may occur; poor means it is unusable or usable only with major rehabilitation.

Facility Condition Index (FCI)- A calculated field that indicates a commonly applied indicator of condition of real property items. It is a ratio of the total deferred maintenance cost to the replacement cost. A ratio of less than 5 per cent indicates good condition, a ratio of 5-10 per cent indicates fair condition, and a ratio of over 10 per cent indicates poor condition.

Facility Type (FTYPE1/FTYPE2). Standard description category for building or structure type. May also be original use. Buildings may include more than one significant use type, e.g., office/visitor center, thus there may be a primary and a secondary type use.

Fix Year (FIXYEAR)- Year of last major repair or rehabilitation (greater than \$5,000).

Fix Year Cost (FY---FIXYEARCOST)- Cost of last major repair or rehabilitation (greater than \$5,000).

GSA Number (GSANUMB/GSANUMB2/GSANUMB5)- GSA number identifying installation headquarters location and parts of installation located in separate counties from the headquarters. This number is assigned by the Washington Office, Division of Realty.

GSA Type (GSATYPE)- GSA classification of facility as building or other structure. This is derived from facility code and primary facility type and is automatically assigned.

GSA Type Interior (GSATYPEINT)- A standardized code used by GSA to indicate type of usage a building or other facility receives.

GSA Usage (GSACODETEXT)- Present predominant use (GSA categories) of facility if other than primary facility type.

GSA Usage Code (GSACODE)- Numeric code depicting GSA usage categories. It is derived and automatically assigned based on the facility code.

IFWS Number (IFWSNUM)- Unique alpha-numeric code assigned by the Washington Office Division of Realty to identify an area over which the Service has obtained some type of jurisdiction.

Labor Rate (DETAILLABORUNITCOSTFWS)- Cost per unit of labor needed to complete an individual work item.

Labor Total (DETAILLABORCOSTTOTALFWS)- Total cost of labor needed to complete an individual work item.

Leased Property- Property leased by the Service directly from an owner for use for a definite period of time. Other than GSA or GSA contracted leases.

Lease Effective Date (LEASEEFFECTDATE)- Month and calendar year that the current lease was effected.

Lease Expiration Date (LEASEEXPIREDATE)- Month and calendar year that the current lease will expire.

Lease Rate (LEASERATE)- Current monthly lease payment.

Lease Renewal Option (LEASERENEWOPT)- Number of years that the lease may be renewed.

Mark For Deletion (markfordelete)- A data field to indicate that the field station no longer has the property item and that it should be removed from the database.

Material Quantity (DETAILQUANTITYFWS)- The numeric quantity of materials needed to complete a work item.

Material Total Cost (DETAILMATERIALCOSTTOTALFWS)- A calculated field that

identifies the total cost of materials associated with a single work item.

Material Unit (DETAILUNITSFWS)- The unit of measurement (each, linear feet, square feet, etc.) associated with materials needed to complete a work item

Material Unit Cost (DETAILUNITSCOSTFWS)- The unit cost associated with materials needed to complete a work item.

Measurements of Item (SIZE1,SIZE1B,SIZE2,SIZE2B)- Dimensions and measures indicating overall size or quantity of property item.

Method of Measurement (ACTUALORESTIMATE)- Indicates whether an indicated measurement is based on actual measurements or an estimate.

MMS Project Number(s) (MMSPROJNUM1,2,3,4)- Numbers given to projects in the MMS database that capture the full description of maintenance needs greater than \$25,000 for a specific property item. The combined cost of these projects correspond to the total cost of deferred maintenance identified during a condition assessment.

Notes (STANOTES/RONOTES/WONOTES)- Comments from the station, region, or central office pertaining to the facility which are not captured elsewhere in the data layout.

Opening Width(SIZE1B)- For bridges, the distance measured along the center of the roadway between the inside face of abutments, spring lines of arches, or the outside walls of multiple box culverts or outside pipes of multiple pipe structures.

Organization Code (ORGCODE)- Five-digit numeric code assigned by the Washington Office Division of Finance to station organizational unit.

Original Cost (ORIGCOST)- Actual cost to the Federal government when the item was originally acquired. Because it affects the depreciation of property, and is data which is considered to be an auditable transaction, this field can only be modified by employees of the Division of Finance.

Predominant Construction Material (CONSTRUCTMTRL)- A standardized code indicating predominant material from which the property item is constructed.

Program (PROGRAM)- Organizational program within the Fish and Wildlife Service (Refuge, Fish Hatchery, etc.) responsible for maintaining the item of real property. This field is automatically derived based on the organization code.

Property Description (PROPDESC)- Unique, concise, informative description allowing individual property item to be easily recognized.

Property Number (PROPNUMB)- Number assigned to a particular real property item owned or leased directly (not through GSA) from owner by station. Since buildings and structures are combined into one database, each real property item on a station must have a unique property number without regard to whether the item is a building or another structure. Property numbers will not be reused after disposal of an item. New property records will have the next available property number assigned by the database. New construction projects and equipment which does not have a property number will use the following for entries in this field:

Debris removal	debris
Equipment with acquisition costs less than \$5,000, but a replacement cost \$5,000 or over	acq<5K
New FWS purchased property awaiting a property number	pending
Construction appropriation and new small construction projects	new const
Radio projects	radios
Any project on an overlay refuge where the Service does not own the item but has maintenance responsibility	overlay

Quantity (SIZE1,SIZE2)- Actual quantity of items contained in property description.

Record Date (RECDATE)- Date property item was first entered into the RPI.

Region (REGION)- Fish and Wildlife Service Regional Office number. Derived from the organization code.

Size (SIZE1,SIZE1B,SIZE2,SIZE2B)- Dimension of facility described in units requested.

Special Criteria (SPECCRITERIA)- Commonly requested data not standardized elsewhere. This may include designation on National Register of Historic Places, Job Corps facility, Disabled Access, vacant or excess.

Square Footage- Area measurement. For buildings with *more* than one story, square feet should be expressed as the total of the square feet for all floors.

Start Latitude Degrees/Minutes/Seconds/Direction (STARTLATDEG/STARTLATMIN/STARTLATSEC/STARTLATDIR)- Latitudinal location or starting site location for a facility.

Start Longitude Degrees/Minutes/Seconds/Direction (STARTLATDEG/STARTLATMIN/STARTLATSEC/STARTLATDIR)- Longitudinal location/ starting site location for a facility.

Start Tract Number (STARTTRACTNO)- Tract number that is the location or starting site location for a facility.

State (STATE)- State alpha code in which the particular real property item is situated. This field is automatically derived based on the orgcode.

State Number (STATENUMBER)- Standard GSA numeric code for State number. This entry

is not seen by field stations updating records.

Station (STATION)- Official station name as determined by the Washington Office Division of Realty.

Total Facility Size (TOTSIZE _)- Calculated total dimension of facility described in units requested.

Station Replacement Cumulative Cost (STATIONREPLCOST)- A calculated field that adds replacement costs for all items of real property at that station.

Team Inspection (TEAMINSPNEED)- This field is checked for facilities that are of sufficient complexity to require a condition assessment by a multi-disciplinary team.

Telephone Number (TELEPHONE)- Ten-digit phone number of field station managing the real property item.

Total Replacement Cost (TOTALREPCOST)- This is a calculated field that totals the replacement costs for all items of real property at that station.(used in summary #1) of the RPI.

Units (MEASURE_AFACTOR,MEASURE_BFACTOR)- Measurement description applied to size. There are standard units of measurements for each facility code. Examples include LNMI, SQFT, ACRE, LNFT, etc.

Useful Life (USEFULLIFE)- Period of time over which asset is expected to remain economically functional.

Waterfowl Production Area (WPA)- Identifies individually named Waterfowl Production Areas if tracking of real property is desired at that level of detail.

Work Description (DETAILFWS)- Brief description of corrective maintenance work that needs to occur on a named work item.

Work Item (WORKITEM)- A structural or other element of a structure or item of equipment that requires repair work.

Work Item Total (DETAILITEMCOSTFWS)- Total cost of materials and labor needed to complete a single work item.